



## KINDRED PARK BOARD MINUTES

December 10, 2025 6:30 pm

Location: Kindred City Hall

**MEETING CALLED TO ORDER** at 6:30 PM by Rob Sahr

**Present Members:** Rob Sahr, Lloyd Hoffarth, Justine Gibbon, Kevin Mehrer, Patrick Bergh, & Accountant AnnDee Erickson.

**Absent Attendees:** Parks Director Mike Brown

- **APPROVE MINUTES for November 12th, 2025**
  - Treasurer Kevin Mehrer makes a motion to approve November 12th minutes. President Rob Sahr seconds the motion. All approved.
  
- **PUBLIC COMMENTS**
  - Public Comment Policy has been added to KPB website
  - Speaker card information has also been added to the website  
<https://www.kindredparks.org/copy-of-park-district>
  - If public comment submissions are entered, each board member will receive notice in their kindred gmail account.
  
- **FINANCE REPORT**
  - Parkboard members asked Accountant AnnDee Erickson to send a digital copy of the Profit and Loss at least 24 hours before each meeting.
  - Monthly bills include Santa Claus, KAAP donation for mural, Anytime Fun, and other utilities.
  - For additional organization and continued improvement in 2026
    - Sub accounts will be created for each event (such as the cupcake ball and Donut Ball) and sports (such as softball or soccer), so board members have a clear picture of what expenditures can be expected for each event
    - Accountant will create a liability account for community enrichment for special events such as the KAAP mural.
  - ND Sales and Use Tax Report due
  - Mike Brown received a 5% pay raise in February 2024, and an additional 5% raise was approved for 2025.
    - The board discussed future annual increases. Members agreed that further discussion is needed.
    - Lloyd Hoffarth and Rob Sahr will complete Park Director's yearly performance review. Lloyd will draft a survey related to this topic and send it to the Park Board for feedback.



- **DIRECTOR'S REPORT**

- Newsletter Update-
  - Patrick Bergh will submit a photo and a write up, All About Me.
  - Newsletter will go out soon after Patrick's information is gathered
- Softball field update
  - The backstop and dugout boards have been ordered and BSN reps will install in the spring.
  - Mike Brown is waiting to hear back from Kyle Ktaemer (Daktronics) about the score board. He will try to get a smaller wireless controller that will cost less.
  - Softball field school agreement [Table for next month]
    - Mike Brown met with Brad Ambrosious regarding the softball field rental fee. Brad noted that the school does not charge for Park Board–sponsored events (Santa Days, Cupcake Ball, Donut Ball, Soccer, Football), making it unlikely an agreement for payment will be reached.
    - Questions were raised about whether other community groups (e.g., churches, Just for Kix, basketball teams, Kindred Hoops, etc.) pay facility fees.
    - Lloyd Hoffarth will meet with Mike Kolness and/or Brad Ambrosious to continue discussions before the next meeting.
- Ice rink
  - The rink was initially filled on Monday, December 1. The filling process went smoothly.
  - On December 3, a section of the rink wall failed due to the ground not being fully frozen. Because of this, the water pushed outward rather than upward, and the anchors did not hold.
  - Rich, Shelton, and Mike repaired the damaged wall and refilled the affected area. Additional ice maintenance will continue, including cleaning and applying a new water layer to prepare the rink for use.
  - The City plans to level the triangle lot in the fall, which will help reduce the amount of water needed to establish the rink in future seasons.
  - Mike Brown will research updated rink boards designed specifically for ice rink use and will bring pricing options to a future meeting.
  - The board will also explore sponsorship opportunities to help fund this project.
- Santa days Dec 14 th 1:30-3:30
  - Set up will start around 12:00pm.
  - Set up Volunteers: Set up tables, Cover tables, Set up Santa station, Set up inflatables in gym, Set up Christmas inflatables,
  - Take down Volunteers: Tear down, Take down inflatables in gym, Take down Christmas inflatables, Clean tables and put them away, Clean Santa station, Clean floors Gym and commons
  - Who is available to help? Mike Brown will shoot a text reminder on Friday.



- **OLD BUSINESS**

- 2027 budget discussion
- City Park Playground Project
  - Wrap up final expenses - reimbursed Lydia Ronnigen for food out of donor funds.
  - Update on RDO sponsorship \$5,000 - RDO approved sponsorship and will need a picture with the parkboard
- Adding biannual board member duties:
  - attending city council meetings - President Rob Sahr will attend these meetings
  - 1:1 meeting with Parks Director
- Newport Park name
  - Put it in the newsletter -
    - Lloyd Hoffarth will write a summary of the park plan to share with community
    - Kevin Mehrer will include information for a sponsor donor for naming rights; Parkboard will put information into our the newsletter to get feelers out

- **NEW BUSINESS**

- Sidewalks/walking paths - Patrick Bergh brought up concerns about our walking path and providing safety for crossing the highway. Patrick will begin researching for ideas on funding and grants.
- Winter parkboard events - Jan & March
  - Justine Gibbon will call Mike Brown and discuss potential event ideas
    - January - Cocoa Crawl or Hat bar?
    - March - Kite Fest / contest?

- **BOARD MEMBER REPORTS**

- Justine Gibbon KAAP Mural - wrap up final expenses \$1,050 total.
  - Patrick Bergh makes a motion to approve and Justine Gibbon seconds. All approved.
- Lloyd Hoffarth - update on projects [Tabled]

- **UPCOMING EVENTS**

- Santa Days - December 14 from 1:30-3:30

- **ADJOURN**

- Kevin Mehrer makes a motion to adjourn at 7:45 and Justine Gibbon seconds. All approved.

Elected Position – Park Board Member	Officers	Portfolio	4-Year Term End Date
<b>Rob Sahr</b>	President	Grounds and Maintenance	<b>June 2026</b>
<b>Kevin Mehrer</b>	Treasurer	Fundraising/ Finance	June 2028
<b>Patrick Bergh</b>	At – Large	Community Engagement & Volunteerism	June 2026
<b>Justine Gibbon</b>	Secretary	Recreation Programming & Events	<b>June 2026</b>
<b>Lloyd Hoffarth</b>	Vice President	Projects Coordination	<b>June 2026</b>